June 24, 2010

The regular meeting of the Sidney Public Schools Board of Trustees was held on Thursday, June 24, 2010, at 7:00 PM on published notice by the Clerk. Trustees present were Dennis Lorenz, Todd Hermanson, Jay Pfau, Luann Cooley, Virginia Oraw and Kelly Dey. Also in attendance were Superintendent Farr, Clerk Beyer, Federal Programs/Testing Coordinator- Gary Arnold, Sidney Elementary Principal- Bill Nankivel and Student Representative Hailee Tighe. Absent were administrators Kelly Johnson, Sue Andersen and Dan Peters.

At 7:00 PM, Chairman Hermanson called the meeting to order, welcomed the visitors in attendance, reminded them to sign in and stated an opportunity for community comment on non-agenda items would be provided at the end of the meeting. Those wishing to address the board were asked to fill out the Audience Participation form and give it to the clerk to be recognized.

May 2010 claim warrants 218095 to 218400 in the amount of 720,480.42 and the minutes of May 10, 2010, were approved 6 to 0 on a motion by Mr. Lorenz and a second by Ms. Dey.

Clerk Beyer requested the cancellation of the following warrants:

ASB 16096 Pat Hansen $170.00 05/12/10

ASB 16169 Makoshika Dinosaur Museum $195.00 05/25/10 (Field Trip cancelled due to weather)

Old outstanding District accounts payable warrants- longer than one year

211008 Auerhammer Professional $398.00 11/16/06

211109 Science/Math Resource Center $300.00 11/17/06

211412 Allegra Print & Imaging $ 32.25 02/14/07

213440 J.W. Pepper & Son, Inc. $107.34 01/24/08

213797 Ben Mikaelson $ 79.99 04/03/08

213801 Bridget Tighe $ 3.70 04/03/08

213913 Teacher’s Helper Magazine $ 24.95 04/03/08

215050 Sidney Woodworker Supply $ 21.34 10/14/08

Mr. Pfau moved to cancel the warrants; Mrs. Oraw provided the second. The motion passed unanimously.

Following the review of the May 2010 ASB report the following transfers were approved 6 to 0 on a motion by Mr. Lorenz and a second by Ms. Dey.

From SMS Student Council to SMS Publications Assist w/annual costs $1500.00

Rape Escape Donations to Participation Fees:

From Key Club $ 50.00

From Junior Class of 2011 $ 100.00

From Sophomore Class of 2012 $ 100.00

From Freshman Class of 2013 $ 100.00

From 8th Grade Class of 2014 $ 100.00

From 7th Grade Class of 2015 $ 100.00

**SUPERINTENDENT’S REPORT:**

Superintendent Farr imparted the following information to the Trustees:

- Correspondence: Sandi Edwards- thank you for the retirement gift; Middle School Staff- thank you for the gift certificate for teacher appreciation week

- Add the resignation of Rachel Miotke- Talon Advisor to the consent agenda;

- The interfund transfers will be removed from the consent agenda and be acted on separately as it is a public hearing item;

- Montana School Boards Association is establishing membership caucuses that reflect the needs of its member districts. Formation of a Class “A” caucus is underway– Caucuses are meant for District Trustees to provide a forum for building a consensus on a variety of similar interests- particularly before the next legislative season. The consensus of the Trustees was to become part of this and move forward; and

- Upcoming meetings and activities:

- Sidney Community Education Foundation – June 29, 2010 – 5:30 PM - High School Library

- Sidney Education Association will meet on July 6, 2010, to consider ratification of the Interest Based Bargaining Agreement. If ratification is successful, a short board meeting will be necessary in July on the regular night of the 12th.

**STUDENT REPRESENTATIVE REPORT:**  Hailee Tighe was introduced as the incoming student representative to the Board.

**COMMITTEE REPORTS:**

***PUBLIC RELATIONS AND PERSONNEL COMMITTEE: June 23, 2010***

Mr. Pfau summarized the following committee discussion items:

- Vacancies were reviewed; Resignations and New Hires are on the consent agenda;

- Administrators received 11 Continuing Ed Grant applications. Grant awards are on the consent agenda;

- Perusal of the 2009-2010 Evaluation Summary Report was conducted by the committee;

- Mr. Gear recommended the renewal of the co-curricular contracts for softball and track for the 2010-2011 school year;

- A request regarding longevity for an activity driver was reviewed. No change was made to the recommendation of the Superintendent;

- 2010-11 Salaries of Administrative/Supervisory/Licensed/Technology/Support Staff not on current salary schedules were reviewed; and

- Contract ratification may be the subject of a meeting in July pending the outcome of the Sidney Education Association action regarding the proposed document.

***TRANSPORTATION COMMITTEE: June 23, 2010***

Mr. Pfau briefed those in attendance on the following:

- A buy/sell agreement from Three Forks Schools regarding the purchase of the 2001 Millenium activity bus is on the consent agenda tonight;

- Bus inspections and fuel bids will be August items; and

- Use of cell phones by route drivers while driving bus will be addressed.

***BUILDINGS AND GROUNDS COMMITTEE: June 22, 2010***

Mr. Lorenz recapped Building and Grounds topics:

- Brian Milne, Interstate Engineering, and Dennis Deutsch, ABC Building Concepts, reviewed the District Facility Plan with the Trustees;

- Current project updates were presented on the High School fencing project, High School south parking lot, high school gymnasium wiring, flooring in the 200 wing at the High School, floor painting in the gym at West Side, the Central heating system, the Middle School second floor remodeling/HVAC project, the proposed parking lane on Central Avenue in front of the Middle School in conjunction with the three lane project and the progress and difficulties presented by the High School 300 wing/cafeteria/kitchen project.

- Superintendent Farr presented an update on the West Side playground equipment donation project spearheaded by the Sidney Community Education Foundation. Trustees discussed how to get the item out to the public;

- Central transition items were discussed including the kindergarten move and EMUC; and

- The wind damage sustained on the north part of the roof at Central is being addressed.

***FINANCE COMMITTEE: June 22, 2010***

Mr. Lorenz outlined the following information:

- The committee perused the monthly financial reports for May as well as the claims for the same period;

- A buy/sell agreement on the activity bus with Three Forks Schools is on the consent agenda. Payment is expected in July and will be deposited into the Bus Depreciation Funds;

- The following items were reviewed and are on the consent agenda this evening:

- 2010-2011 Montana School Board Association Membership

- 2010-2011 Montana High School Association Membership

- 2010-2011 Montana High School Association Liability Catastrophe Plan

- 2010-2011 Western States Renewal Premium

- 2010-2011 Montana Cooperative Services, LLC Membership

- Increase of AFLAC Medical Flexible Spending Account to $3,000.00

- 2010-2011 Altacare of Montana Agreement

- Dr. Farr reported on the Montana Quality Education Coalition discussions regarding proposed budget cuts at the state level, lobbyist services needed for the 2011 legislative session and the state application for federal Race to the Top funds;

- Clerk Beyer explained that the annual request for transfer to the compensated absence funds as necessary and dependent on available budget/funds would be on the consent agenda; and

- The annual resolution authorizing the sale of surplus property is also on the consent agenda tonight.

***CURRICULUM AND POLICY COMMITTEE: June 23, 2010***

Mrs. Oraw reported the following committee discussions:

- Dr. Farr is monitoring the state Race to the Top application and the new courses that are scheduled for introduction at the high school this fall.

- Achievement in Montana (AIM) preliminary scores have been received with official scores to be released on July 6th;

- Eastern Montana University Campus (EMUC) discussions have taken place with the Board of Higher Education- Dr. Stearns- regarding the possibility of becoming a regional hub for the university system. The project is moving ahead slowly but surely with emphasis on early start programs for our students;

- The summer math program being funded with Title I ARRA monies is set to begin for identified individuals in grades 3 through 10. Pre and post testing will be utilized to measure the gain made by students who take part in this opportunity;

- The summer migrant education program will run an abbreviated program;

- 2010-2011 handbooks are on the consent agenda for second reading and adoption;

- Policy changes presented for first reading in May are on the consent agenda for second reading and adoption this month; and

- A draft of proposed universal district-wide campus safety procedures was presented.

**CONSENT AGENDA:**

**Resignations**

Katrina Werner – Assistant Volleyball

Marv Schulz – Assistant Football

Jay Frank – Assistant Golf

Rachel Miotke – Talon Advisor

**New Hires**

Erin Fontana – High School Social Studies

Robyn Heck – High School/Middle School Music

Alicia Clayton – Administrative Assistant to the Superintendent

Jay Frank – Head Golf

Allen Andersen – Summer Grounds Keeper

**2001 Millenium Activity Bus – Bid Acceptance**

Accept buy/sell agreement with Three Forks Schools for purchase of the bus for $75,000.00 with payment to be made in July 2010 and deposited into the Bus Depreciation Funds

**Approve 2010-2011 Montana School Boards Association (MTSBA) Membership**

**Approve 2010-2011 Montana High School Association (MHSA) Membership**

**Approve Participation in 2010-2011 MHSA Liability Catastrophic Plan**

**Approve 2010-2011 Western States Building Liability Insurance Premiums**

**Approve Montana Cooperative Service Agreement exclusive of the food purchasing agreement**

**Approve 2010-2011 ALTACARE Agreement**

**Approve Increase in AFLAC flexible spending for medical expenses to $3,000.00**

**2010 Compensated Absence Fund transfer authorized with the following stipulations:**

Do not exceed the 30% allowed by law; transfer to be made only if budget and funds are available

**2010-2011 Continuing Education Grants**

$100 per credit to a maximum of 10 credits/$1000.00 awarded to the following teachers:

Jill Albertson Marnee Averett Katrina Werner

Stacey Collins Jessica Wiese

**2010-2011 Obsolete Property Disposal Resolution**

Authorize disposal of: *Computers and computer equipment including but not limited to monitors, keyboards, printers, mice, cpus and software, toys and games, reference books including encyclopedias, copiers, office furniture, office equipment, desks, tables, chairs, shelves, projectors and audio visual equipment, musical equipment and music, custodial equipment and supplies, maintenance equipment, lockers, books, old curriculum materials, textbooks, miscellaneous wood and fencing supplies, special education equipment and supplies, vo-ag equipment, science equipment and supplies, industrial arts equipment, kitchen/cafeteria equipment and supplies, refrigerators, and old classroom supplies* which are or are about to become abandoned, obsolete, undesirable, or unsuitable for the school purposes of the Districts.

**2010-2011 Co-curricular Responsibility Agreements**

***Track- High School Track-Middle School Girls Softball***

Steve O’Toole - Head Katrina Werner Terry Roth - Head

Virginia Dschaak Jon Skinner Jennifer DiFonzo

Roger Merritt Brad Faulhaber Jarrod Miotke

Steve Yockim Ruben Moreno

Stacey Collins

**2010-2011 Salaries Administrative/Licensed/District Personnel not on schedules**

Shelly Averett $14.26 Sandy Rehbein $13.76 Wanda Tofte $13.49

Louise Wraith $14.19 Charles Buxbaum $17.46 Rich Munoz $18.50

Kenny Vannatta $16.92 Gloria Brost $16.41 Sheila Hartl $14.38

Carla Verhasselt $15.81 Sean Simmons $17.85 Ken Stennes $20.40

Steve Yockim $58834/Yr Nicole Beyer $52105/Yr Nancy Vaira $17.76

Alicia Clayton $12/00/12.50 Anna Nagle $17.92 Barb Nelson $21.01

Pam Radke $31460/Yr Judy Wood $12.94 Teri Anvik $15.05

Carla Berg $15.57 Tami Edinger $13.72 Charles Cummings $13.72

Louise Iversen $22.88 Shelley Moran $18.36 Rhonda Peterson $18.36

Bryan Riedmann$16.50/17.00 Rick Verhasselt $20.76 Sue Andersen $66087/Yr Gary Arnold $68355/Yr Daniel Farr $95000/Yr Kelly Johnson $69865/Yr Bill Nankivel $75737/Yr Duane Pust $19961/Yr Lisa Christensen $50630/Yr Geri Willer $57580/Yr Michelle Monsen $62511/Yr

**2010-2011 STUDENT HANDBOOKS- Second Reading and Adoption**

Handbooks are amended for changes in dates, Title IX coordinator as well as to reflect changes in policies adopted by the Trustees. (Sidney Elementary, Sidney Middle School and Sidney High School)

**BOARD POLICY REVISIONS – Second Reading and Adoption**

***BP3122***- *Revision-* Attendance policy – minor procedural changes and alignment with handbooks

***BP3612, 3612P, 3612F***- *New-* District Technology Policy covering student access, use and conduct with respect to District provided access to electronic information, services and networks

***BP5451, 5451P, 5451F***- *New-* District Technology Policy covering staff access, use and conduct with respect to District provided access to electronic information, services and networks

***BP7425***- *Revision –* Adjustments to fee structure, inventory control, bookkeeping system and procedures and reconciliation of accounts of the Associated Student Body Accounts to line-up with District practices

***District Activity/Eligibility/Graduation Handbook Policy-*** *Revision –* Addresses student infractions related to drugs and alcohol. All chemical violations (in or out of school) will be cumulative for grades 6-8 and 9-12. New language concerning participation in commencement provides a student in violation of the policy regardless of offense level with an opportunity to participate by completing a 10 hour program of self-study, a chemical assessment and exit interview with the building principal and school counselor.

* 1. **Safety Loss and Control Program Policy Revisions – Second Reading and Adoption**

- Grammatical and spelling errors will be corrected

- Page 2, Paragraph 5: changed to reflect the team worked needed between the District and the employee in safety and health management

- Page 2, Paragraph 6: Reference to individual performance in regard to safety reworded as an expectation that will be considered as an element of overall job performance

- Page 3, Paragraph 2: the word “job” was added before “task specific basis”

- Page 4, Paragraph 5: references to “directors” changed to “supervisors” and “in the school” to “to their school’s campus”

- Page 5, Paragraph 1: accident prevention reworded as “proactive in the prevention of accidents”

- Page 6, Paragraph 2: added appointed by the Superintendent to selection of committee members

- Page 6, Paragraph 5: Meeting schedule broadened to allow committee to pick dates

- Page 6, Paragraph 6: duties regarding meeting agendas and meeting clarified

- Page 8, Paragraph 1: added “ongoing professional development and…” to first sentence

- Page 8, Section 2, Paragraph 2: added “...building principal or…” to first sentence

- Page 10, Paragraph 3: grammatical correction to sentences 3 and 4 combining them into one

- Page11: comment about access to annual fire marshal’s reports

- Page 12, Paragraph 6: replaces reference to work order to a communication in writing or e-mail to building maintenance supervisor and places the responsibility of each building maintenance supervisor to eliminate unsafe physical conditions

- Sections A & B: primarily grammatical and/or spelling – A-4(7) was reworded regarding building emergency plans and practice drills in relation the possible occurrence of an emergency

- Section C: previously unfinished section, reworked and added to

**Associated Student Body (ASB) Account Fund Custodians**

Remove Sandi Edwards as Deputy Fund Custodian due to retirement and appoint Alicia Clayton as new Deputy Fund Custodian

**ASB Account Authorization**

Approve establishment of a new account entitled Class of 2017 and closure of the Class of 2010 account with the transfer of any remaining funds to the High School Endowment Alumni Account (Fund 285)

**Procurement Card Resolution**

Authorize the District participation in the procurement card program and issuance of individual procurement/ building procurement cards as necessary. This program is intended to replace the current Mastercard (District) and VISA (ASB) cards in purchasing and result in a cash rebate to the District based on usage.

Mr. Pfau moved to accept the consent agenda as presented. Ms. Dey seconded the motion. The motion passed 6 to 0.

**Interfund Transfers**

A public hearing was held regarding the proposed transfer of $298,900.00 of excess oil and gas revenue cash only from the High School District #1 Transportation Fund to the High School Building Reserve Fund and $105,900.00 of excess oil and gas revenue cash only from the Elementary District #5 Transportation Fund to the Elementary Building Reserve fund to improve the efficiency of spending in both districts.

No public input was provided. Mr. Lorenz moved to authorize the transfers as noted above. Mrs. Oraw provided the second which passed 6 to 0.

Chairman Hermanson provided an opportunity for community comment on non-agenda items: No comments were forthcoming.

With no further business to come before the Trustees, the meeting was adjourned at 8:36 PM

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Board Chair

Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Attest:

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District Clerk